

TSCP Virtual Training Offer 2021.

Welcome to Tameside Safeguarding Children Partnership (TSCP) training offer for 2021.

Training courses on TSCP's training programme are provided free of charge to professionals or volunteers from statutory organisations or services in Tameside, or professionals or volunteers from the community, voluntary or faith communities in Tameside, whose work brings them into contact with children and their families.

Charges will apply to private sector organisations or services and for profit organisations. For the details of these charges or contributions please visit: -

<https://www.tamesidesafeguardingchildren.org.uk/professionals/multiagencytraining.aspx>

Charges will also be applied for non-participation on courses without due notice (a minimum of 5 working days), any exceptions to this to be discussed with the TSCP Administrator. For further details of our charging policy please visit: -

<https://www.tamesidesafeguardingchildren.org.uk/professionals/safeguardingtrainingpolicy.aspx>

2020 proved to be a challenging year in view of the pandemic and as a result our courses have been redesigned and are all currently online virtual webinar type courses utilising 'Zoom' and 'Skype for Business' learning platforms.

The situation is continually under review and it is hoped that at some stage during the year there will be a phased reintroduction of face-to-face training, which will take account of the latest government safety measures.

The future of Multi-Agency training will be informed by consultation with Multi-Agency representatives who have attended training over the last

year and a review and evaluation by the membership of the Partnership's Learning and Improvement group.

In the meantime our virtual courses will continue to be categorised as follows: -

Introductory Course:

Introductory courses are aimed at anyone who works with children and/or their families in Tameside.

There is only one introductory course on the 2021 training programme, which is '**Working Together to Safeguard Children – Virtual Foundation Course**' this is a blended learning course, therefore in order for learners to participate in the virtual training, they need to have successfully undertaken the **level 1 e-learning module, 'Safeguarding Children'**. The module includes a concluding examination to test knowledge, which learners have to pass before acquiring a '**certificate of completion**'. The '**certificate of completion**' will be required as evidence of successful completion of the module as part of the application process for the virtual course. Applicants who are unable to furnish the certificate will not be able to participate on the course. (For further information on e-learning please see relevant section in this offer)

Themed Courses:

These courses provide a fuller understanding of particular themes or issues relevant to safeguarding children and are aimed at those who work regularly with children, young people and adults who are parents or carers.

All themed courses require that applicants have completed the '**Introductory Course**' outlined above or 'Refresher Training in Child Protection' or pertinent themed courses in Tameside within the last three years. (Two years if you hold a designated or named post).

Special Interest Courses:

Special interest courses are designed for those who have specific responsibilities for safeguarding children. These courses are tailored to look at a particular issue or safeguarding role in much more detail than that offered in a themed course. The topic may often involve complex and/or serious cases of child abuse or be targeting managers.

All special interest courses require that applicants have completed the **'Introductory Course'** outlined earlier within this offer, or 'Refresher Training in Child Protection' or pertinent themed courses in Tameside within the last three years (Two years if you hold a designated or named post).

Courses on offer:

Because of the pandemic situation and uncertainty in relation to what the future of Multi-Agency Training will look like, it has proved difficult to plan publish and a programme of training for the year ahead as has been done in previous years. Consequently, courses will be frequently advertised on our website and via Partnership communication pathways as and when courses become available online.

In this respect those wishing to participate in our training should regularly visit our training website where a list of courses on offer will be shown.

Please visit: -

[Training Courses | Professionals | Tameside Safeguarding Children Partnership](#)

Viewing course content:

The content of all courses under the current training offer including learning aims and outcomes can be viewed by scrolling to the relevant course on the home page of the partnership's training website (TSCP courses tab), please utilise the link above.

Clicking either, '**View Course Details**' or, '**Book Now**' enables a review of the content. Having selected, '**Book Now**', there is no requirement to complete the booking process if having reviewed the content a potential participant considers the course isn't suitable for them to attend.

Booking courses or events:

There is an expectation for professionals and volunteers in Tameside wishing to participate in Multi-Agency training provided by the Partnership to **create, manage and take responsibility** for their own 'learning account'. The account facilitates electronic bookings for all courses and events and will store individual learning history.

Once created there is the facility for an individual account holder to amend their details in the event of changes; **change of family name, job role or title, email address, or change of manager** for example. This may be undertaken by logging into individual learning accounts, scrolling to 'manage account' and making the amendments. Remember to **save** the changes.

Wherever possible **please avoid using personal email accounts on your individual Learner account.**

In order to assist with creation and management of learning accounts, we have developed a '**Booking training through TSCP**' document, which may be found at: -

[Microsoft Word - Amended Booking training through TSCP
\(tamesidesafeguardingchildren.org.uk\)](https://tamesidesafeguardingchildren.org.uk)

The requirement to complete an online pre-course evaluation questionnaire as part of the booking process will continue. For this reason it is requested that course applicants **do not have other people** creating and managing learner accounts on their behalf. In addition to online pre-course evaluation, an end of course online evaluation is required via individual learner accounts, which facilitates the availability of an attendance certificate which can be downloaded or printed off.

The process outlined above measures the extent of knowledge gained between booking onto and completing a course. Consequently, allowing **third persons** to manage accounts can undermine this process and may result in problems with accessing attendance certificates or, maintaining an accurate learning history.

Whilst the the Partnership stands by the principle that managers or equivalent should authorise staff training, we have had to concede that historical practical difficulties this caused for a small minority meant the process could not be maintained. Consequently, the system of **'notifying managers'** will continue and once an applicant has completed the course booking process an email will automatically be generated and will be sent to **'notify'** their manager of the booking. If the manager considers that it is not appropriate for the member of staff to participate on the course or event they should advise the applicant to cancel the booking via their individual TSCP learner account. The **'notification email'** will draw the manager's attention to **TSCP's charging policy** requiring five working days' notice of cancellations, which they should be mindful of before arriving at a decision.

The email address for notifications to learners and managers from TSCP's website will be, TSCPTraining@tameside.gov.uk .

In the event applicants are unable to participate on a course they should **not arrange for** another member of their team or service to participate on the course on their behalf. The **original applicant** should **cancel their original booking** and **advise the intended replacement to book onto the course via their own individual learning account.**

Representatives who participate on courses on behalf of colleagues having not followed this process may experience difficulty in participating in events and accessing 'attendance certificates'.

Participants cancelling bookings in the above circumstances should also take account of the charging policy, which will be applied to cancellations that do not adhere to a minimum of 5 working days' notice.

E-learning:

The Partnership continue to work with the Local Authority in relation to the granting of '**Me Learning**' licenses.

It is **not possible** for Multi-Agency representatives to apply for and undertake stand-alone e-learning modules or courses. Licenses for e-learning will only be granted for participation on the following courses where blended e-learning has been **designated as mandatory** for participation on the associated virtual training.

Courses: -

1. Working Together to Safeguard Children – Virtual Foundation Course.
2. Virtual Neglect Training.
3. Virtual Domestic Abuse awareness.

In order to minimise confusion or ambiguity associated with undertaking mandatory e-learning blended with the above courses **careful reference should be given to 'Booking training through TSCP document' referred to earlier.**

Once a license has been allocated as outlined above, users **must** complete the course in a timely manner prior the relevant virtual course it is blended with. User activity will be monitored and prolonged periods of inactivity or misuse could result in accounts being closed down and charges applied in accordance with TSCP's charging policy.

Any enquiries relating to e-learning should be directed to TSCP Administrator, Christine Bryan, via email:
christine.bryan@tameside.gov.uk

Participation on Virtual Training.

Currently either 'Zoom' or 'Skype for Business' virtual learning platform software is being used to facilitate training. In order for a prompt start at the allotted start time of an event, participants are requested to join fifteen minutes prior. This should minimise joining issues. If technical difficulties are experienced support will be available.

In view of access to the training being remote, participants are also asked to ensure that it is only they who can view and hear what is being presented. This is particularly important to those accessing events from home.

It is also important that participants **do not** forward event invitations to anyone else who hasn't booked on via their own Partnership Individual Learner Account. Only those who have correctly booked on via their account are entitled to participate.

Evaluation:

In addition to online 'pre' and 'end of course' evaluation referred to earlier, short 'word document' end of course evaluation forms will be sent to participants upon conclusion of the virtual course. This process

provides useful feedback in relation to course content and can influence course design.

Impact evaluation:

The Partnership is committed to a robust and efficient 'Learning and Improvement', part of which measures the impact of learning acquired as a result of undertaking learning activity outlined in this offer.

Therefore, those who participate in courses do so in the explicit expectation that they sign up to a process involving contribution to an impact evaluation process post the learning activity.

This process is designed to capture the extent acquired learning has influenced professional practice and therefore impacted on outcomes for children and young people and their families. It may involve prioritising for contribution to administered survey questions or focus groups.

Queries and further enquiry.

Any queries regarding the training offer should be directed to: -

- 1) Andy McLean
Training Organiser
Tameside Safeguarding Children Partnership
Tel: 0161 342 3891
Email: andrew.mclean@tameside.gov.uk

- 2) Christine Bryan
TSCP Administrator
Tameside Safeguarding Children Partnership
Tel: 0161 342 4204
Email: christine.bryan@tameside.gov.uk